

WINNECONNE PARKS FACILITIES USE PERMIT

Type of Event: _____

Person in Charge/Contact Person: _____

Address: _____

Daytime Phone: _____ Alternate Phone: _____

Reservation Date: ____/____/____ Day of Week: _____

Est. Attendance: _____ Est. Arrival Time: _____

Lake Winneconne

Water Front Park

Marble Park

☐ Shelter # 1

☐ Serving Area

☐ Small Shelter

☐ Shelter # 2

☐ Large Shelter

☐ Barn

☐ Gazebo

RESPONSIBILITIES OF THE PERSON IN CHARGE/CONTACT PERSON:

- A. The individual designated as the Person in Charge in this Use Permit must be at least 18 years or older in order to reserve a facility. Throughout the event, the Person in Charge is held responsible for the preservation of order, noise control, shelter clean-up and any damage that has occurred.
- B. Keys are required to access the shelters. **Key pickup required.** Keys must be picked up at the Village Office prior to the Event. **Access to the shelter is allowed on the Reservation Date only.** Shelter Rental Deposit is payable and due upon key pickup. Please see item 2 on the Terms of Reservation sheet
- C. Use of the Village Park shelters is subject to municipal ordinances and can be terminated at the discretion of the Village Police Department if any term of the Use Permit is violated or when public safety is threatened.
- D. The Village Parks Use Permit is recognized as proof of reservation. While occupying the shelter, the Person in Charge is to have this Use Permit in their possession.
- E. I acknowledge that I have received and read the Terms of Reservation.

Signature

OFFICE USE ONLY

Today's Date _____

Received by: _____

FEE \$ _____

☐ Cash ☐ Check# _____